

RESIDENTIAL BUILDING PERMIT APPLICATION



*Applicant to complete all required spaces

JOB ADDRESS (CORRECT ADDRESS IS REQUIRED TO PROCESS THIS APPLICATION)*																		
1.																		
2. LEGAL DESCRIPTION*	LOT NO.	BLOCK	TRACT/SUBDIVISION															
3. OWNER		MAILING ADDRESS	ZIP PHONE															
4. CONTRACTOR *		MAILING ADDRESS	ZIP PHONE															
5. ARCHITECT OR DESIGNER*		MAILING ADDRESS	ZIP PHONE															
6. ENGINEER *		MAILING ADDRESS	ZIP PHONE															
7. USE OF BUILDING*																		
8. CLASS OF WORK*: <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTER /REPAIR <input type="checkbox"/> GRADE / FILL <input type="checkbox"/> UTILITIES <input type="checkbox"/> ALTER EXISTING CHANNEL? <input type="checkbox"/> MISCELLANEOUS* *explain below																		
9. DESCRIBE TYPE OF WORK YOU ARE PERFORMING*:																		
10. FLOOD ZONE*: YES (see p.3) OR NO *(FEMA Certificate is REQUIRED regardless of Flood Zone)		11. TRCC Registration No.:																
12. TYPE OF ROOF*:																		
13. Total VALUATION OF WORK*: (for New Homes: Total Selling Price of Home, including lot price)																		
14. BUILDING HEIGHT:		Special Conditions: <hr/> <p>For building improvements, will value of current improvements exceed 50% of the market value of previous structure? Yes No</p> <p>If site is located fully or partially in the flood zone, page 3 of this packet (supplemental floodplain form) must be completed to deem the current building permit application complete.</p>																
15. SLAB ELEVATION*:																		
Slab/lowest floor of structure in flood prone area shall be certified by a registered engineer or registered public surveyor to be 12 inches above the base flood elevation. A signed and stamped form survey with slab form MSL elevation shall be submitted during slab inspection. Final construction elevation certificate will be required to obtain the certificate of occupancy.																		
<div style="border: 2px solid black; padding: 10px; text-align: center;"> <h2 style="margin: 0;">NOTICE</h2> <p>SEPARATE PERMITS ARE REQUIRED FOR DRIVEWAY, DRIVEWAY APPROACHES, PUBLIC WALKS, RAMPS, SIGNS, ELECTRICAL, MECHANICAL, PLUMBING, HEATING, OR VENTILATING. THIS PERMIT BECOMES NULL AND VOID IF WORK OR COSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION IS SUSPENDED OR ABANDONED FOR A PERIOD OF SIX MONTHS AT ANY TIME AFTER WORK IS COMMENCED.</p> <p>I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT.</p> </div>		APPLICANT NEEDS TO COMPLETE THE FOLLOWING SPACES BELOW. State N/A to those sections that do not apply to the structure or work you are performing.																
		<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Construction Type</th> <th>Occupancy Group</th> <th>Occupant Load</th> </tr> </thead> <tbody> <tr> <td>1st Floor (S.F.)</td> <td>Number of Stories</td> <td>Parking Spaces</td> </tr> <tr> <td>2nd Floor (S.F.)</td> <td>Total Paving</td> <td>Use Zone</td> </tr> <tr> <td>3rd Floor (S.F.)</td> <td>Lot Size</td> <td>Fire Sprinkler Req. Yes or No</td> </tr> <tr> <td>Garage (S.F.)</td> <td>Total Building (S.F.)</td> <td>% Lot Coverage</td> </tr> </tbody> </table>		Construction Type	Occupancy Group	Occupant Load	1 st Floor (S.F.)	Number of Stories	Parking Spaces	2 nd Floor (S.F.)	Total Paving	Use Zone	3 rd Floor (S.F.)	Lot Size	Fire Sprinkler Req. Yes or No	Garage (S.F.)	Total Building (S.F.)	% Lot Coverage
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Garage (S.F.)	Total Building (S.F.)	% Lot Coverage																
SIGNATURE OF APPLICANT _____ DATE _____																		
PRINTED NAME OF APPLICANT _____ PHONE NUMBER _____																		
E-MAIL ADDRESS _____																		
FAX NUMBER _____																		

FOR OFFICE USE ONLY

PLAN REVIEW FEE: Amount due at time of submittal

Plan Review fee x .50 = _____

Approvals

Accepted by PSR _____ Date _____

Building Official _____ Date _____

Application Number _____

Building Permit fee shall be paid after plan review is completed

BUILDING PERMIT FEE \$ _____

Permit Fees
Total Valuation

A. Building

Less than \$1,000	No fee, unless an inspection is required, in which case a \$15.00 fee for each inspection shall be charged.
\$1,000 to \$49,999.99	\$15.00 for the first \$1,000.00 plus \$5.00 for each additional thousand or fraction thereof, to and including \$49,999.99
\$50,000 to \$99,999.99	\$260.00 for the first \$50,000 plus \$4.00 for each additional thousand or fraction thereof, to and including \$99,999.99
\$100,000 to \$499,999.99	\$460.00 for the first \$100,000 plus \$3.00 for each additional thousand or fraction thereof to and including \$499,999.99.
\$500,000 and up	\$1,600.00 for the first \$500,000 plus \$2.00 for each additional thousand or fraction thereof.

B. Moving Fee

\$100.00	For the moving of any building or structure.
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C. Demolition Fee:

\$50.00	For the demolition of any building or structure, 0 to less than 100,000 cu. ft.
\$0.50/1000 cu ft.	1000,000 cu. ft. and over

D. Plan-checking fee:

When the valuation of the proposed construction exceeds \$1,000.00 and the city requires a plan to be submitted, a plan-reviewing fee shall be paid to the city at the time of submitting plans and specifications for checking. A plan-checking fee shall be equal to one-half of the required building permit fee.

Such plan-checking fee is in addition to the building permit fee.

E. Penalties

Where work for which a permit is required by this Code is started or proceeded prior to obtaining a permit, the fees herein specified shall be doubled, but the payment of such double fees shall not relieve any persons from fully complying with the requirements of this Code in the execution of the work nor from any other penalties prescribed herein.



CITY OF MISSOURI CITY, TEXAS
BUILDING PERMIT SUPPLEMENTAL FORM
(For Developments in the Floodplain)

Date: _____

Job Address (*same as on building permit application*): _____

FIRM Zone: _____

Is the property located in the floodway? ()Yes ()No

If located in the floodway, to what extent do improvements impact the floodway?

Name of the associated watercourse: _____

Has a copy of signed and sealed elevation certificate been prepared to submit with building permit application? ()Yes ()No

Has item A6 on the elevation certificate been completed? ()Yes ()No

Note: The City of Missouri City requires at least 2 photographs of each building located in the flood zone, regardless of whether the certificate is being used to obtain flood insurance.

Is elevation datum used for BFE in item B9 in accordance with NAVD 1988 (2001 adjustment)?
()Yes ()No

Note: The City of Missouri City requires all vertical datum reference in the city to be in accordance with NAVD 1988 (2001 adj) standards, to maintain consistency with existing TSARP datum in Harris County.

Has this site obtained all necessary federal, state, or local permits? ()Yes ()No

Does this site involve a Letter of Map Change to the current FIRM? ()Yes ()No

Does this site involve a variance to the community's flood ordinance? ()Yes ()No

For questions related to floodplain requirements, contact the city's floodplain Administrator at 281. 403.8580 or email jchen@missouricitytx.gov.

FOR INTERNAL USE ONLY:

() Permit Application Complete

Permit Application Approved () Denied ()

() Variance Application Accepted

() Variance Issued